

# *Vital Records*

## **How to obtain birth/death certificates:**

If the birth/death occurred in **Fond du Lac County**, contact:

Register of Deeds  
160 S. Macy Street  
Fond du Lac, WI 54935  
Telephone: (920) 929-3018

If the birth/death occurred elsewhere in the state of Wisconsin, contact the Register of Deeds in that county or go to:

[www.dhfs.wisconsin.gov/vitalrecords](http://www.dhfs.wisconsin.gov/vitalrecords)

If the birth/death occurred in another state, go to:

[www.cdc.gov/nchs](http://www.cdc.gov/nchs)

## **How to obtain termination certificates:**

See "How to obtain birth/death certificates" above.

## **How to obtain divorce judgments:**

If the divorce occurred in **Fond du Lac County**, contact:

Clerk of Courts  
160 S. Macy Street  
Fond du Lac, WI 54935  
Telephone: (920) 929-3038

If the divorce occurred elsewhere in the state of Wisconsin, contact the Clerk of Courts in that county or go to:

[www.dhfs.wisconsin.gov/vitalrecords](http://www.dhfs.wisconsin.gov/vitalrecords)

If the divorce occurred in another state, go to:

[www.cdc.gov/nchs](http://www.cdc.gov/nchs)

*The regulations contained in this pamphlet are governed by the laws of the state of Wisconsin. The regulations are the same statewide. The cost of a domestic partnership may vary from county to county.*

# *Domestic Partnership Information*

This pamphlet is provided by

**Lisa Freiberg**  
**Fond du Lac County Clerk**

City-County Government Center  
160 S. Macy Street  
Fond du Lac, Wisconsin

(920) 929-3000

[www.fdlco.wi.gov](http://www.fdlco.wi.gov)

Monday through Friday  
7:45 a.m. to 4:30 p.m.\*

\*Applications are accepted  
only until 4:00 p.m.

## *Application Checklist*

### **Certified birth certificates**

Photocopies, hospital certificates, baptismal certificates and state notifications of birth registration are not accepted.

### **Unexpired picture IDs**

Driver's licenses, state ID cards and passports are accepted.

### **Proof of Fond du Lac County residency from one applicant**

If the picture ID does not contain the current address, the applicant will need three recently dated bills or other official correspondence. Mail addressed to a post office box does not fulfill this requirement.

### **Social Security numbers**

Cards are not necessary.

### **Proof of how previous domestic partnerships or marriages ended**

Certified copy of death certificate, legal annulment, divorce judgment, or certified copy of termination of domestic partnership must be shown. If a prior legal domestic partnership was terminated, the termination must have been filed with the Register of Deeds at least 90 days prior to the new application.

### **\$100 application fee, cash only**

Checks and debit/credit cards are not accepted.

## *Information Guide*

**Application:** The couple (of the same sex) must apply together. Appointments are not necessary.

**Age:** Any person who has attained the age of 18 and is competent to enter into a legal contract may apply for a Declaration of Domestic Partnership.

**Residency:** Application must be made in the county in which one of the parties has resided for at least 30 days. The applicants do not have to show proof of a common residence but must intend to share a common residence after becoming domestic partners.

**Waiting period:** The Certificate of Domestic Partnership is issued five days after the application. One or both of the applicants, or a designee, can pick up the certificate any time on or after the date of issuance.

**Foreign languages:** If either party does not speak or understand English, a third party interpreter must be present at the time of application. If documents are in another language, there must be a certified translation or an uninterested party must be present to translate.

## *Certificate*

- ✓ **Completing the certificate in the County Clerk's Office:** After the five-day waiting period, couples may choose to sign and complete the Certificate of Domestic Partnership in the County Clerk's Office, provided both applicants are present. There is no fee for this service.
- ✓ **Completing the certificate in another location:** The certificate can be signed and completed in front of any notary public. There is no time limit for completion of the certificate.
- ✓ **Filing the certificate:** Once completed, the certificate must be filed with the Register of Deeds. The domestic partnership does not go into effect until the date the certificate is accepted and filed. There is no fee to file the certificate with the Register of Deeds; however, there is a fee to obtain a certified copy of the certificate.